

**BOARD OF ARCHITECTURAL EXAMINERS
LANDSCAPE ARCHITECTS PROGRAM**

400 R STREET, SUITE 4000, SACRAMENTO, CALIFORNIA 95814

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Web Address: www.latc.dca.ca.gov E-Mail Address: latc@dca.ca.gov**LICENSE RENEWAL – THREE YEARS AFTER EXPIRATION**

Pursuant to Business and Professions Code Section 5680.2, a license which is not renewed within three years after its expiration may not be renewed, restored, reissued, or reinstated thereafter, but the holder of the license may apply for and obtain a new license if:

- (a) No fact, circumstance, or condition exists which, if the license were issued, would justify its revocation or suspension,
- (b) The applicant pays all of the fees which would be required of the applicant if the applicant were then applying for the license for the first time, and
- (c) The applicant takes and passes the examination which would be required of the applicant if the applicant were then applying for the license for the first time, or otherwise establishes to the satisfaction of the board that the applicant is qualified to practice landscape architecture.

What does this mean for you? It means that in order for you to legally practice landscape architecture in California it will be necessary for you to either take and pass the current licensing examination, or submit work examples which demonstrate to the Board that you are qualified to practice landscape architecture. Please be advised that there are specific conditions associated with the option to submit work examples for Board review.

The Board will require that you submit your most current work examples. If these examples are for work performed in California *after* the expiration of your license, such work may constitute unlicensed activity, a violation of law that is grounds for denial of a new license.

However, where the unlicensed activity is not of a serious nature, e.g., does not involve consumer harm or a pattern of disregard for the licensing laws, the Board may choose to address the unlicensed activity by the issuance of an administrative citation and the imposition of a fine rather than a denial of the license application. Once the citation is resolved, the Board will proceed with an evaluation of your qualifications. If this review demonstrates to the Board's satisfaction that you are qualified to practice landscape architecture, the written licensing examination will be waived.

If you believe you qualify under the work example alternative, you must submit the appropriate fees and follow the instructions on page two. Your application packet must be complete when submitted. Subsequent qualification(s) and submission of additional or omitted material will not be accepted.

NOTE: This option is available only to those who have previously taken and passed the licensing examination and whose license has been expired for more than three (3) years. *Should your application and supporting materials be deemed incomplete, you will be required to submit a new application and examination fees of \$690 each time you reapply.*

INSTRUCTIONS FOR COMPLETING THE APPLICATION PACKET

As a holder of an expired landscape architects license, to be considered for a new license without taking and passing the licensing examination, you are to submit the following information:

1. The application and examination fees of \$690.
2. A statement clarifying the reasons for the lapse in payment of fees that resulted in the expired license.
3. Vitae/resume of relevant professional practice and educational experience to date. This document must be complete and in chronological order.
4. Work examples that demonstrate your current knowledge and experience in the following categories:
 - Environmental Analysis and Conclusion
 - Landscape Architectural Design
 - Design Implementation through the construction process including construction detailing, grading and drainage.

The work examples must meet the criteria listed below and be complete.

- ◆ They must dated. Please submit your most recent work.
- ◆ Include your signature or initials on every page of the plan and include an explanation of review.
- ◆ The content must be self-evident. You must label or, in some manner, identify the category under which each work example is to be considered.

All materials **MUST** show your own work. Under penalty of perjury, your signature below indicates that you attest that all of the work examples submitted herein are exclusively of your own work except where it is clearly identified as to which portion of the work is not.

Name

Date

Notary

Attest Notary

I, _____, declare under penalty of perjury under the laws of the State of California that all of the work examples submitted herein are exclusively my own work except where it is clearly identified which portion is not my own.

Signature

Date

